GOVERNMENT OF MADRAS

RSV (1952) Department.

Endorsement
D.O.
Memorandum
Lodged

No. 27266 B/52-1

Dated 12-5-1952

FURTHER PAPERS.

Department.	Number.	Series.	Date.

xtracts of notes from file relating to Sri Gorwala's Report on Public Administration.)

"Training of officers in the districts is, of course, another matter. Its importance in the first stages of an officer's career can hardly be over-stressed. This depends very much on the senior officer, the Collector, in the case of the Indian Administrative Service, under whom the young civil servant first works. The training is not only in procedure and methods; its scope covers the whole of official life and conduct. It must help the officer to realise fully his duties and responsibilities as well as his position of trust and honour as a public servant. It is one of the unfortunate features left in the districts capable of imparting the right training to the new I.A.S. From all ~~the right training~~ accounts much of it is good material, but again from many accounts it needs training badly. In the interest of the future, every province ought to send out some of its suitable senior civil servants to hold charge of districts and to treat such districts as training grounds for the young. The desire to keep senior officers in the Secretariat is understandable but senior officers are in any case a wasting asset and the needs of the present have to be measured against the interests of the future"

Public (Services) Department.

The remarks of Public (Special-A) may be invited.

P.U.J.
18-10-51.

Public (Special-A) Department.

Whenever a junior I.A.S Officer is posted to districts for training, the attention is even now paid to see that he is posted under an experienced and strong Collector who can be entrusted with the training of the officer in the proper way. As to the suggestion at A above that Senior Officers should not be retained in the Secretariat alone for all time, it is submitted that it is a question of Policy to be dicided by Government with reference to so many factors are administrative convenience, shortage of experienced officers etc. It is therefore for consideration whether any action is called for on this.

N.J.
7-11-1951

It is true that as far as possible junior I.A.S.Officers are posted for training in the districts under senior Collectors who can be expected to give a thorough training. As observed by Sri Gorwala "training is not only in procedure and methods; its scope covers the whole of official life and conduct. It must help the officer to realise fully his duties and responsibilities, as well as his position of trust and honour as a public servant" ~~now~~-a-days with the rush of work and the varied responsibilities which the Collectors have to shoulder it is not uncommon to find that I.A.S.Officers are very often left to themselves. The Collectors are under the impression that once the course of training is drawn up and they are sent to do R.I. or village Officer's training their responsibility is over. It is only in a few instances that you find that Collector take a live interest in the training of the I.A.S.Officers. I think a general note may issue from the Chief Secretary who may bring out the points mentioned by Sri Gorwala. It would be a good thing in the note from C.S. to mention that the Collectors should as far as possible take the I.A.S.Officers around when they attend public functions etc. The I.A.S.Officers should also be given an opportunity to be present when the Collector interviews public men, who come ~~him~~ with requests etc. During the course of tours in the villages, it may also be advisable to take the I.A.S.Officers to show how exactly the Collector goes about his work. It is these points which an young officer will not be able to learn from any book. It is only by seeing and by hearing that he ~~can~~ can have an idea of the position that he has to occupy and what is expected of him.

P.S.
5-1-1952.

There are instructions in the I.C.S.Manual regarding the care and attention necessary on the part of Collectors in training Assistant Collectors. However, it seems that with the present heavy burden of work for Collectors these instructions are frequently overlooked. As proposed by U.S. this point may again be emphasised to all Collectors, as explained in his note. The same question probably arises in some other departments, e.g. Police. Extracts may be sent to Departments of Secretariat for necessary action.

P.G.N.
23-1-52.

K.R.M.
8-2-52.

(True Copy)

Extract of the above note is sent to Departments of Secretariat, who may be requested to let this Department see the file in due course.

Copy of D.O.No.27286-B/52-1 dated 12th May 1952 from the Secretary to Government, Revenue Department, Madras, to All Collectors.

DEPUTY COLLECTORS - Training of Probationary Deputy Collectors.

I am to enclose an extract from Sri Gorwala's report on Public Administration. The Government wish to emphasise that the proper training of probationary Deputy Collectors is a matter of great importance and that Collectors should bestow their personal attention at every stage of the training. Wherever possible, the Collector should take the probationary Deputy Collector with him, when he attends public functions. The probationary Deputy Collector should also be given an opportunity to be present when the Collector interviews the public who come with representations etc. During tours in villages, it is advisable that the Deputy Collector accompanies the Collector so that he may learn how the Collector moves with the public carries out inspection, deals with their representations and redresses their grievances.

(True Copy)